### Planning and Community Development

#### **Mission**

The mission of the Department of Planning and Community Development is to guide the development of the City through effective measures of planning, design review, construction plan approval, code compliance, and housing preservation and assistance.

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#### James Shelby Commissioner 404 330 6037 jshelby@atlantaga.gov

#### **Summary of Operations**

The Department is comprised of five major units:

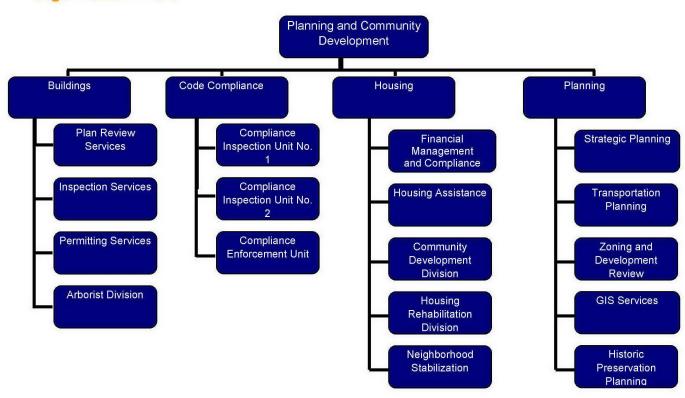
Office of the Commissioner provides leadership, policy direction, and centralized staff support for the Bureaus of Buildings, Code Compliance, Housing, and Planning. Support services include administration, budget, personnel management, legislative liaison, policy collaboration, and coordination, technical support, and

collaboration and coordination, technical support, and management of the Bureau's workload functions.

- Bureau of Planning is the City's planning source for establishing an action plan for the integration of land use with housing, transportation, historic preservation and community and economic development. The Bureau is responsible for administering land development regulations inclusive of zoning, subdivision and historic designations (Urban Design Commission). The Bureau is also responsible for the development of the Comprehensive Development Plan, the Capital Improvement Plan, the management of the ATL GIS system and the Neighborhood Planning Unit system.
- Bureau of Buildings enforces the Codes adopted by the City of Atlanta to ensure minimum standards for the construction, repair, demolition, occupancy and maintenance of buildings, structures and properties. The Bureau reviews, approves, and issues all permits required by the City's Codes for the repair, alteration or addition to all public and private buildings and structures; as well as, permits for new construction. The permit center assists property owners in their effort to ensure that buildings are in compliance with the standards set forth in the City's Codes. This Bureau is also responsible for issuing tree removal permits for trees on private property.
- Bureau of Housing (BOH) promotes the development of affordable workforce housing and community development policies and provides fiscal oversight and management for development contracts and programs valued in excess of \$30M.
   BOH encourages partnerships with both public and private developers of

- workforce affordable housing. The BOH also provides rental assistance and financing of affordable rental developments.
- Bureau of Code Compliance is responsible for the inspection and enforcement
  of residential and commercial properties that violate the Atlanta Housing Code,
  Commercial Maintenance and Industrial Code, and/or the Zoning Ordinance.
  The Bureau also houses and administers the In Rem Program that is responsible
  for preparing cases for the In Rem Review Board in connection with the
  demolition or cleaning and securing of vacant and dilapidated structures
  throughout the City.

#### **Organization Chart**



#### **ATLStats Performance Metrics for Planning & Development**

Performance Measure	2008 Actual	2009 Target	2010 Target
Median No. of Days to Permit - New Commercial	127	90	90
Median No. of Days to Permit - New Residential	45	30	30
Average Days to Compliance - Highly Hazardous	52	30	30
Average Days to Compliance - Zoning Violations	136	90	90
Average Days to Compliance - Property Maintenance	71	45	45
Number of Original Inspections	1,203	1,866	1,866
Number of Housing Units Rehabilitated	403	147	147
Percent of Variance completed within 90 days	67.6%	70%	70%

## FY09 Summary of Accomplishments & FY10 Proposed Program Highlights Planning & Community Development

#### FY09 Accomplishments:

- Launched the GIS Web Based System
- Completed the Connect Atlanta Transportation Plan
- Launched ePlans for Online Building Permits
- Launched the Code Enforcement Status Website and reorganized the Bureau's structure to emphasize compliance.
- Resolved 90% of HUD Monitoring Findings. Saved the City \$1.4 M in sanctions by identifying a non general fund source to offset HUD repayment.

#### FY10 Proposed Program Highlights:

- Develop a fast-track process to assist owners and builders with renovation permits of foreclosure properties.
- Improve neighborhood quality of life through the continued development and acceleration of the In Rem Program in order to abate violations involving open/vacant/dilapidated properties.
- In collaboration with Watershed Management, development of an environmental friendly subdivision ordinance.
- Redevelop foreclosed and abandoned properties through the Neighborhood Stabilization Program and the HOME Investment Partnerships program.
- Update the City's Impact Fee Study.



# FY10 Budget Highlights Department of Planning & Community Development

Department Summary	FY08 Actual	FY09 Budget	FY10 Budget	Va	ariance (FY09 to FY10)
Personnel	\$ 14,408,859	\$ 12,860,855	\$ 8,531,819	\$	(4,329,036)
Operating	\$ 6,142,558	\$ 2,285,937	\$ 1,635,450	\$	(650,487)
Total Budget	\$ 20,551,416	\$ 15,146,792	\$ 10,167,269	\$	(4,979,523)

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Personnel Cost Highlights	FY08 Actual	FY09 Budget	FY10 Budget	Va	riance (FY09 to FY10)
Salary - Full Time	\$ 9,996,373	\$ 8,851,789	\$ 6,186,563	\$	(2,665,226)
Salary - Part-Time & Temporary	\$ 56,457	\$ (4)	\$ Ε.	\$	-
Overtime	\$ 21,294	\$ (=)	\$ =	\$	E
Health Benefits	\$ 1,433,260	\$ 1,336,413	\$ 960,744	\$	(375,669)
Pension	\$ 2,753,766	\$ 2,587,570	\$ 1,339,512	\$	(1,248,058)
Other Personnel	\$ 147,709	\$ 85,083	\$ 45,000	\$	(40,083)
Total Personnel	\$ 14,408,859	\$ 12,860,855	\$ 8,531,819	\$	(4,329,036)

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Operating Cost Highlights	FY08 Actual	FY09 Budget	FY10 Budget	Var	iance (FY09 to FY10)
Consulting & Contracted Serv.	\$ 2,506,827	\$ 121,291	\$ 445,120	\$	323,829
Repair & Maintenance	\$ 919,333	\$ 813,014	\$ 149,796	\$	(663,218)
Communications	\$ 144,196	\$ 172,530	\$ 218,724	\$	46,194
Professional Development	\$ 47,224	\$ 81,725	\$ 23,616	\$	(58,109)
Supplies	\$ 488,108	\$ 205,363	\$ 167,484	\$	(37,879)
Utilities, Energy	\$ 1,166,387	\$ -	\$ 8	\$	
Small Equipment (< \$5,000)	\$ 520,392	\$ 30,000	\$ 26,004	\$	(3,996)
Capital (≥ \$5,000)	\$ (34,595)	\$ 5,000	\$ 5,000	\$	-
Motor Equipment	\$ 254,583	\$ 263,206	\$ 177,530	\$	(85,676)
Debt Service	\$ 	\$ -	\$ Э	\$	-
All Other Line Items	\$ 130,102	\$ 593,808	\$ 422,176	\$	(171,632)
Total Operating	\$ 6,142,558	\$ 2,285,937	\$ 1,635,450	\$	(650,487)



## FY10 Budget Highlights Department of Planning & Community Development

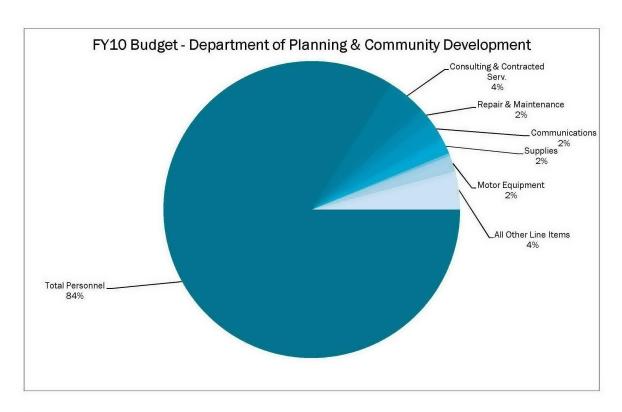
Authorized Position Count	FY09	FY10	Change
Full-Time	174	128	-46
Sworn	0	0	0
Civilian	0	0	0
Total	174	128	-46

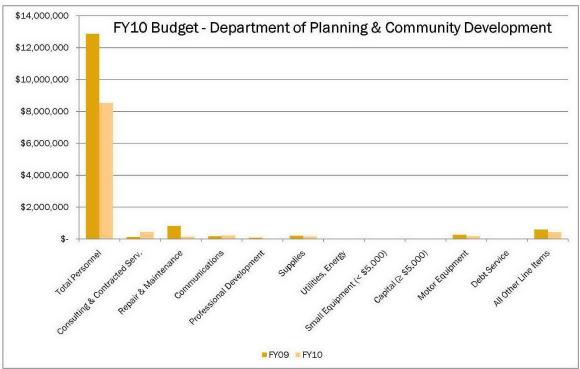
#### Section 2.a

Personnel Cost Highlights	Varian	ce (FY09 to FY10)	Explanation
Salary - Full Time	\$	(2,665,226)	Decrease in cost due to annualizing FY09 position reductions
Salary Part-Time	\$	-	Not Applicable
Overtime	\$	=	Not Applicable
Health Benefits	\$	(375,669)	Decrease due to annualizing FY09 position reductions
Pension	\$	(1,248,058)	Decrease due to annualizing FY09 position reductions and reduction in pension rate
Other Personnel	\$	(40,083)	Decrease due to workers comp reduction.
Total Personnel	\$	(4,329,036)	

#### Section 2.b

Section 2.b		
Operating Cost Highlights	Variance (FY09 to FY10)	Explanation
Consulting & Contracted Serv.	\$ 323,829	Housing Study, Brownsfield Grants match in Planning, clean closed properties
Repair & Maintenance	\$ (663,218)	Decrease due to annualizing FY09 Administrative Savings.
Communications	\$ 46,194	New hand held devices in Codes and Buildings
Professional Development	\$ (58,109)	Decrease due to annualizing FY09 Administrative Savings.
Supplies	\$ (37,879)	Decrease due to annualizing FY09 Administrative Savings.
Utilities, Energy	\$ -	Not Applicable
Small Equipment (< \$5,000)	\$ (3,996)	Decrease due to annualizing FY09 Administrative Savings.
Capital (≥ \$5,000)	\$ -	Decrease due to annualizing FY09 Administrative Savings.
Motor Equipment	\$ (85,676)	Decrease in staff (insp. in Buildings) = less usage of motor equip./repairs- AWDA.
Debt Service	\$ -	Not Applicable
All Other Line Items	\$ (171,632)	Decrease due to annualizing FY09 Administrative Savings.
Total Operating	\$ (650,487)	







#### FY10 BUDGET SUMMARY BY DEPARTMENTAL OFFICE

DEPARTMENT	DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT		
		OFFICE NAME	
ACCOUNT GROUP	ACCOUNT NAME	DPCD Administration	Office of Building Inspections
Personnel	5111001 SALARIES, REGULAR	424,563	3,339,647
	5121001 GP LIFE INS CONT-EMP	255	2,000
	5121003 GP HEALTH INS CONT-EMP	33.880	494,648
	5123001 MEDICARE CONTRIBUTION	6,156	48,42
	5124101 PEN CONT GEN EMP PEN FD	22,729	689,269
	5124102 DEFINED CONTRIBUTION	21,174	69,999
	5127001 WORKER COMP, INC PAY	45.000	(
Personnel Total		553,757	4,643,993
Purchased Services	5212001 CONSULTING / PROFESSIONAL SERVICES	0	(
	5213001 CONSULTING / PROFESSIONAL SERVICES (Tech)	0	(
	5222001 REPAIR & MAINTENANCE-BUILDING	0	15,00
	5222002 REPAIR & MAINTENANCE-EQUIPMENT	0	60,00
	5222003 REPAIR & MAINTENANCE-OTHER	0	45,79
	5223103 OPERATING LEASE/RENTAL-BUILDING	0	87,88
	5223202 OPERATING LEASE/RENTAL-EQUIPMENT	20,004	33,00
	5232002 POSTAGE EXPENSE	672	6,000
	5232003 WIRELESS TELEPHONE EXPENSE	2,700	63,996
	5233001 ADVERTISING	2,700	05,99
	5234001 PRINTING AND BINDING	0	
	5235003 TRAINING TRAVEL / PER DIEM	2,004	9,00
	5236001 MEMBERSHIPS	2,352	4.00
	5237002 TRAINING / REGISTRATION	2,332	6,00
Durahasad Camisaa Tatal	5257002 TRAINING / REGISTRATION	27,732	330,68
Purchased Services Total	5311001 SUPPLIES, CONSUMABLE		
Supplies		6,204	36,21
	5311002 SUPPLIES, NON-CONSUMABLE	0	
	5316011 OTHER EQUIPMENT (\$0-999)	0	
	5316012 SOFTWARE (\$1,000-4,999)	0	
	5316013 SOFTWARE (\$0-999)	0	,
	5317001 UNIFORMS	0	24,99
	5317005 MEDIA, PUBLISHED/ELECTRONIC	5,004	99
Supplies Total	THE CARRY WAS THE COMMAND THE	11,208	62,208
Capital Outlays	5413002 BUILDING IMPROVEMENTS	0	30,00
	5421003 EQUIPMENT (\$5,000+)	0	5,000
	5424005 COMPUTER APPLICATIONS(\$5,000+)	0	(
Capital Outlays Total		0	35,00
nterfund Charges	5510001 MOTOR EQUIP, FUEL	0	15,569
	5510002 MOTOR EQUIP, PM/REPAIRS	0	18,480
nterfund Charges Total		0	34,04
Other Costs	5730005 BUSINESS MEETING EXPENSE	0	(
	5730051 COMP,BOARD MEMBERS	0	(
		0	
Other Costs Total			(

fice of Code Compliance	Office of Housing	Office of Planning	Grand Total
1,213,271	138,062	1,071,020	6,186,563
728	83	642	3,711
196,504	13,552	128,744	867,328
17,592	2,002	15,530	89,705
276,758	43,793	161,661	1,194,210
20,446	0	33,683	145,302
0	0	0	45,000
1,725,299	197,492	1,411,280	8,531,819
172,561	77,547	160,008	410,116
35,004	0	0	35,004
0	0	12,000	27,000
5,004	0	0	65,004
0	0	12,000	57,792
33,000	0	0	120,888
24,000	0	30,000	107,004
15,000	840	22,500	45,012
54,000	2,400	6,204	129,300
0	504	24,000	24,504
2,496	408	17,004	19,908
0	0	5,004	16,008
0	1,308	3,204	10,872
0	504	1,104	7,608
341,065	83,511	293,028	1,076,020
19,800	1,500	15,000	78,720
1,500	0	7,008	8,508
115,000	0	0	115,000
0	0	17,004	17,004
0	0	9,000	9,000
20,004	0	0	45,000
0	252	29,004	35,256
156,304	1,752	77,016	308,488
0	0	0	30,000
0	0	0	5,000
5,400	0	0	5,400
5,400	0	0	40,400
70,981	326	0	86,876
68,552	1,811	1,811	90,654
139,533	2,137	1,811	177,530
0	504	0	504
2,496	0	30,012	32,508
2,496	504	30,012	33,012
2,370,097	285,396	1,813,147	10,167,269